

11 December 1975

MEMORANDUM FOR: Executive Secretary, Training Selection Board

STATINTL

SUBJECT : Executive Leadership and Management Program
Withdrawal-[REDACTED]

Dearest Gwen:

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In reference to our telephone conversations of 9 & 10 December I take this opportunity to apologize for the inconvenience caused you, invite you to lunch on my next visit to C of C, and offer a hopefully justifiable excuse for Dr. [REDACTED] withdrawal from the FEI course. Dr. [REDACTED] was selected to attend the Executive Leadership and Management Program back in February of this year when his personal situation was quite different. Dr. [REDACTED] was recently appointed to the position of Chief of our Nuclear Energy Division. This new assignment requires many additional responsibilities of greater importance relative to his position at the time of his nomination, and he feels that he cannot afford the time away from his office during this particular period. His problem is compounded by the fact that he will be entering the National War College around 1 August which, of course, needs no further explanation regarding his time away from the office.

I hope this satisfies the appropriate people and is sufficient to smooth over any disruptions between you and Charlottesville which we may have caused. Again we all apologize and assure you that we will try our best to see that it doesn't happen again or you are given adequate warning.

Looking forward to lunch.





STATINTL

C/Support Branch OSI
Office of Scientific Intelligence

NOMINATION FOR INTERAGENCY TRAINING

COURSE	1. Approved For Release 2000/08/28 : CIA-RDP78-04202A000100150011-6 Three-Week Executive Leadership and Management Program	2. \$ 1100
	4. Dates of course 5 January 1976 - 23 January 1976	3. Agency offering course Federal Executive Institute 5. Location of course (city, State) Charlottesville, Virginia


NOMINEE	6. Name (First)(Initial) (Last) (Mr., Miss, Mrs.) 	7. Position title Physical Scientist Branch Chief
	8. Home 	9. Pay plan and grade SPS-3
	10. Office telephone (including Area Code) 202 - 351-1100	
	11. Enter here special information required by the course announcement	

AGENCY	12. Billing address (including ZIP Code) Registrar, Office of Training Central Intelligence Agency Washington, D.C. 20505	13. Approving official (signature and title) Registrar, Office of Training
	14. Date 30 April 1975	15. Telephone (including Area Code) 202 - 351-2193

**Registrar, Office of Training
Central Intelligence Agency
Washington, D.C. 20505**

16. Return address of nominating agency (including ZIP Code)

Withdrawn 16 Dec '75 Jm

FOR USE BY AGENCY OFFERING TRAINING—DO NOT FILL IN	
ACTION	17. Nominee is: <input type="checkbox"/> Selected as nominated <input type="checkbox"/> Selected for alternative dates (see Remarks) <input type="checkbox"/> Not selected (see Remarks)
	18. Remarks 

INSTRUCTIONS TO NOMINATING AGENCY

1. Observe the Nominating Criteria and Special Instructions in Course Announcement or Bulletin before completing this form.
2. All requested information, Items 1 through 16, must be furnished. Use typewriter to complete form.
3. Submit the original and the first three copies (do not remove carbons) to the agency offering the training. See Course Announcement or Bulletin for correct address. The agency submitting the nomination may retain the additional two copies.
4. A copy of this form will be returned by the agency sponsoring the training, indicating the action taken on the nomination in the ACTION block.